

Appendix

QUESTIONNAIRE FOR COUNCILLORS

SECTION-I (SOCIO - ECONOMIC DATA)

- 1.1. Name --
- 1.2. Sex – Male [] Female []
- 1.3. Age -- Between 25 to 40
41 to 55
56 to 65
Above 65 Years
- 2.1. Religion -- Hindu [], Islam – [], Christianity [], Buddhist – [],
Any Other – []
- 2.2. Caste -- Brahmin – Kayastha – Sudra – SC/ST/OBC – Any Other (Please Specify)
3. Education :
- | | |
|-----------------------|--|
| <p>(a) Non-formal</p> | <p>(b) Formal</p> <p>i) Upto Class – X</p> <p>ii) Madhyamik / H.S</p> <p>iii) Graduate</p> <p>iv) Post-Graduate.</p> |
|-----------------------|--|
4. Occupation :
- | | |
|---|---|
| <p>a) Agriculture []</p> <p>c) Business []</p> <p>e) Legal Practitioner []</p> <p>g) Service []</p> <p>i) Business & Agriculture []</p> <p>k) Social Worker []</p> <p>m) Any Other (Please Specify)</p> | <p>b) Small Scale Industry []</p> <p>d) Manufacturing []</p> <p>f) Teaching []</p> <p>h) Service & Business []</p> <p>j) Housewife []</p> <p>l) Ex-Service Man []</p> |
|---|---|
5. Total Annual Income from all Sources :
- | | | | | | |
|---------------------|-----------|-------------|------------|-------------|-----------|
| From | To | From | To | From | To |
| Less than Rs. 10000 | | | | | |
| Rs.15000 | -- 25000 | Rs. 26000 | -- 35000 | Rs.36000 | -- 45000 |
| Rs.46000 | -- 50000 | Rs. 51000 | and Above. | | |

SECTION – II (NATURE OF AFFILIATION AS A COUNCILLOR)

- 6.1 a) Elected as a candidate having party affiliation.
b) Elected as an Independent candidate.

6.2. Are you a member of Chairman-in-Council ? [Yes /No]

6.3. Do you hold any official position in the Municipality [Yes /No]

If Yes, please specify :

6.4. How do you attach yourself with different development programmes of the Municipality?

6.5. How do you attach yourself with different development programmes of your Ward ?

6.6. How do you nominate the members and convenor of the Ward Committee ?

6.7. How do you make responsible for the works entrusted upon you to the Ward Committee?

6.8. How often do you meet the members of the Ward Committee?

6.9. How much time do you spend for the development works of the Municipality in a Week?

6.10. Does your profession (if any) affect your role as a Councillor ?

6.11. Are you a regular attendent of all the meetings of the Municipal Board?

6.12. Do you have access to talk to the Chairman on development issue?

6.13. Do you participate in the plan formulation and plan implementation of development works of the Municipality?

6.14. What concrete contribution you have made in the development of your Ward?

6.15. What role do you play in the creation of urban infrastructural facilities in your Ward?

6.16. What is your contribution to the development of urban poor in your ward?

6.17. What is your opinion on the problems you face for implementing the development works?

SECTION -- III (MUNICIPAL FINANCE)

- 7.1. What is your opinion on Municipal resource augmentation?
- 7.2. Do you think that the fund received by the Municipality is adequate? If no, why? What are your suggestions, please specify.
- 7.3. Should the grants received by the Municipality be Constitutionalised ? If yes – why ? If no – why?
- 7.4. Do you find any need to have a Revised Grants in-aid structure for the Municipality? If yes, what should be the modus operandi?
- 7.5. Is there be any control of the state on Municipal Finance?

SECTION -- IV (COUNCILLOR - OFFICIALS RELATIONSHIP)

- 8.1. Do you think that it is necessary to contact Municipal Officials for getting certain things done ?

Very important [] **Somewhat important** []

Not important []

- 8.2. How often do you think Municipal officials ask for favour from Councillors ?
Frequently [] - **Sometime** [] - **Rarely** [] - **Never** []
Don't know []

- 8.3. How often do you come to seek official help ?
Frequently [] - **Sometime** [] - **Rarely** [] - **Never** [] - **Don't know** []
No reply []

- 8.4. Some officials say that there are various types of problems which you bring to them. Here is a list of problems. Please state how often you bring such problems to officials ?

- a) **Guidance to administrative rules.**
- b) **Law and order problems.**
- c) **Questions about technical matters.**
- d) **Problems of administrative delay.**
- e) **Any other (Please specify).**

- 8.5. Councillors some times try to persuade and even force the officials to do what they want. Here is a list of possible pressures. Drawing on your own experience, could you tell us how often these pressures are applied by the Councillors ?

9.4. **Do you keep in touch with your Ward?**

[Yes/No]

If yes, then how do you keep in touch with your Ward?

- a) Through road side meetings.
- b) Through periodic rounds in the Ward.
- c) Through association at festivals.
- d) Through social works.
- e) Any other (Please specify)

9.5. It is said that the citizen often keep themselves aloof from municipal activities. Here are some reasons. Please explain whether you agree or disagree or partially agree with such statements?-----

- a) Citizens have lost faith in leadership.
- b) Lack of civic education among the citizens.
- c) Lack of political consciousness.
- d) Municipal local body is not helpful.

QUESTIONNAIRE FOR OFFICIALS

SECTION- I (SOCIO - ECONOMIC DATA)

1.1. **Name --**

1.2. **Sex -- Male [] Female []**

1.3. **Age --** Between 25 to 40
41 to 55
56 to 65
Above 65 Years

2.1. **Religion --** Hindu [], Islam -- [], Christianity [], Buddhist -- [],
Any Other -- []

2.2. **Caste --** Brahmin -- Kayastha -- Sudra -- SC/ST/OBC -- Any Other
(Please Specify)

3.1. Education :**(a) Non-formal**

- (b) Formal**
 i) Upto Class - X
 ii) Madhyamik / H.S
 iii) Graduate
 iv) Post-Graduate.
 v) Any Other

4.1. Occupation :

- | | |
|-------------------------------|-------------------------------|
| a) Agriculture [] | b) Small Scale Industry [] |
| c) Business [] | d) Manufacturing [] |
| e) Legal Practitioner [] | f) Teaching [] |
| g) Service [] | h) Service & Business [] |
| i) Business & Agriculture [] | j) Any Other (Please Specify) |

5. Total Annual Income from all Sources :

From	To	From	To	From	To
Less than 10000					
Rs.15000 --	25000	Rs. 26000 --	35000	Rs.36000 --	45000
Rs.46000 --	50000	Rs. 51000 and	Above		

SECTION -- II (OFFICIALS -- COUNCILLORS RELATIONSHIP)

6. Do you think that it is important to consult Councillors in discharging administrative responsibilities?

Very important -- **Some what important** -- **Not very important**

7. How often do you think the Municipal officials ask for favours from Councillors?

Frequently -- **Sometimes** -- **Rarely** -- **Never** -- **Don't know** -- **No reply.**

8. How often do you come to seek Councillors help?

Frequently -- **Sometimes** -- **Rarely** -- **Never** -- **Don't know** -- **No reply.**

9. Some officials say that there are various types of problems which the Councillors bring to them. Here is a list of problems. Please express how often Councillors bring such problems :--

- a) Guidance in administrative rules. b) Law and order problems.
 e) Questions about technical matters. d) Problems of administrative delay.
10. Councillors sometimes try to pursue and even force the officials to do what they want. Here is a list of possible pressures. Drawing on your own experience, could you tell us how often these pressures are applied by the Councillors?
- a) Promise to take responsibility of full consequences.
 b) Try to spoil service record.
 c) Threat of abuse.
 d) Making interventions from political leaders at higher levels.
 e) Persuasion through friends/relatives.
 f) Making a public issue by organising demonstration.

Frequently -- Sometimes -- Rarely -- Never -- Don't know --
 No reply.

11. How often do the Councillors approach officials for problems concerning -----
 --
- a) Their personal benefit.
 b) In the interest of a particular political party.
 c) The welfare of the whole area.
 d) In the interests of their relatives.

SECTION --- III (CITIZEN ADMINISTRATION RELATIONSHIP)

12. Please check the following statements and express your opinion -----
- a) Citizens get no proper treatment.
 b) Access to officials through middle man.
 c) No institutional machinery for people's grievances at the lower level.
- a) -- b) -- c)
 Very much correct Somewhat correct Not at all correct

QUESTIONNAIRE FOR CITIZENS

SECTION -- I (SOCIO-ECONOMIC DATA)

- 1.1. Name --- 1.2. Sex -- Male [] Female []
- 1.3. Marital Status --- Single -- Married --- Widow ---
Divorced.
- 1.4. Age -- Between 25 to 40
41 to 55
56 to 65
Above 65 Years
- 2.1. Religion -- Hindu [], Islam -- [], Christianity [], Buddhist -- [],
Any Other -- []
- 2.2. Caste -- Brahmin -- Kayastha -- Sudra -- SC/ST/OBC --
Any Other (Please Specify)
- 3.1. Place of Birth --- City --- Town --- Village
- 4.1 Education :
- (a) Non-formal (b) Formal
- i) Upto Class - X
ii) Madhyamik / H.S
iii) Graduate
iv) Post-Graduate.
v) Any Other
- 5.1. Occupation :
- a) Agriculture [] b) Small Scale Industry []
c) Business [] d) Manufacturing []
e) Legal Practitioner [] f) Teaching []
g) Service [] h) Service & Business []
i) Business & Agriculture [] j) Any Other (Please Specify)
- 5.2. Total Annual Income from all Sources :
- Less than 10000
- | | | | | | |
|----------|----------|-------|------------|-------|----------|
| From | To | From | To | From | To |
| Rs.15000 | -- 25000 | 26000 | -- 35000 | 36000 | -- 45000 |
| 46000 | -- 50000 | 51000 | and Above. | | |

SECTION -- II (AWARENESS ABOUT MUNICIPAL ACTIVITIES)

6.1 Do you know about Ward Committee?
[Yes/No]

If Yes, what are its main functions?

- a) *Planning and development of the Ward.*
- b) *Monitoring the activities in the Ward by the Municipality.*
- c) *To create civic consciousness of the citizens in the Ward.*
- d) *None of these above.*

6.2. In the present Municipality Act the members of the ward Committee are nominated by the Ward Councillor.

How do you consider the method?

6.3. Do you consider that the Ward Committee is the lowest unit of plan formulation and plan implementation in the planning process?
[Yes/No]

If no, why?

6.4. Do you think that the Ward Committee is an essential part of the Indian Democracy for democratic development?
[Yes/No]

If no, why?

6.5. Do you attend in the periodic meeting of the Ward Committee?
[Yes/No]

If Yes, do you think such meetings increase civic consciousness and should held frequently?

[Yes/No]

If No, why? Here is a list of reasons. Please follow and indicate which of these is correct or partially correct ?

- a) *Members cannot express opinion freely.*
- b) *Meetings are dominated by the ruling party.*
- c) *Scarcity of negotiable data.*
- d) *Meetings are used mainly as political campaign rather than development campaign.*
- e) *Any other reason (Please specify).*

- 7.1. Do you know anything about the Municipal activities that are going on in your town ?
[Yes/No]
- 7.2. Do you think that Municipal administration has improved civic services in the last ten years ?
Very much --- Not so much --- Not at all --- Don't know ---
No reply
- 7.3. How often do you discuss about Municipal administration with others ?
Very much --- Sometimes --- Not at all --- Don't know ---
No reply.
- 7.4. Have you ever visited the locations where Municipal development programmes are going on ?
[Yes/No]

SECTION --- III (DEVELOPMENTAL PROGRAMME)

- 8.1. Have you ever talked to your Councillor on developmental programme?
[Yes/No]
- 8.2. Have you ever been called in a meeting on developmental programme?
[Yes/No]
- 8.3. Do you think that the present Municipality is efficient for development work of the locality ?
[Yes/No]
- 8.4. Have you benefited from development works of the Municipality?
Much --- Somewhat --- Not much --- Don't know ---
No reply.
- 9.1. How do you characterise the attitude of the Councillors towards the citizens?
Friendly , Cooperative --- Indifferent ---
Non-Cooperative.
- 9.2. Do your Ward Councillor look into your grievances?
Generally --- Somewhat --- Not at all --- Don't know ---
No reply.
- 10.1. Citizens do not complain to the Councillors against Municipal administration because ----

- a) Citizens have lost faith in urban leadership.
- b) Lack of civic education among citizens.
- c) Citizens are indifferent.
- d) Municipal body is not helpful.

10.2. To what extent do you feel are the following factors responsible for creating hindrances in the role performance of the Councillors?

- a) Excessive number of engagements.
- b) Lack of training.
- c) Political interference.
- d) Inadequate knowledge of rules and regulations.

10.3. How do you keep in touch with your Councillor?

- a) Through road side meetings.
- b) Through fixed periodic rounds of the Councillor in the Ward.
- c) Through associations of festivals or formal events.
- d) Through social work.
- e) Any other (Please specify).

SECTION -- V (CITIZEN - ADMINISTRATION RELATIONSHIP)

11. Please check the following statements and express your opinion -----

- a) *Citizens get no proper treatment.*
- b) *Access to Municipal officers through middle man.*
- c) *No institutional machinery for people's grievances at the lower level.*

Very much correct --- Somewhat correct --- Not at all correct.